



DEPARTMENT OF THE ARMY
U.S. ARMY CHEMICAL, BIOLOGICAL, RADIOLOGICAL,
AND NUCLEAR SCHOOL
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FORT LEONARD WOOD, MO 65473-8926

ATSN-CM

03 February 2020

MEMORANDUM FOR RECORD

SUBJECT: Chemical Corps Hall of Fame and Distinguished Member of the Corps Program, 2020

1. (U) **References.**

- a. Army Regulation 870-21, the U.S. Army Regimental System, 13 April 2017.
- b. Army Regulation 870-5, Military History: Responsibilities, Policies, and Procedures, 21 September 2007.

2. (U) **Purpose.** The Chemical Corps Honors Program is established to maintain and enhance the legacy of the Chemical Corps and to promote cohesiveness and esprit de corps in the Chemical Corps Regiment by recognizing individuals who have served the Corps with the highest level of distinction. This regulation prescribes policies and procedures for the nomination and selection of personnel into the Chemical Corps Hall of Fame (HOF), designation of personnel for the Distinguished Members of the Corps (DMC) and the maintenance of records pertaining to these actions.

3. (U) **Applicability.** This regulation applies to all elements of the U.S. Army Chemical Corps and to all members of the Chemical Corps Regiment.

4. (U) **Definitions.**

a. **The Chemical Corps:** The Chemical Corps is the branch charged with the responsibility to protect the force and allow the Army to fight and win against a CBRN (Chemical, Biological, Radiological and Nuclear) threat. It develops the doctrine, organizations, equipment, personnel, and training for CBRN defense which serve as a deterrent to any adversary possessing weapons of mass destruction. The Corps has also provided the Army with combat multipliers of smoke, obscurants and flame capabilities.

b. **The Chemical Corps Mission:** The Chemical Corps conducts operations to protect the force and the nation from WMD (Weapons of Mass Destruction)/CBRN threats and hazards.

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c. Extraordinary Contribution to the Chemical Corps: An extraordinary contribution is characterized by actions above and beyond normal duty performance that significantly enhance the ability of the Chemical Corps to perform its missions. This can take the form of a single extraordinary act (heroism) or it can be the result of a career of dedicated service marked by performance leaving a quantifiable, conspicuously positive impact on the Chemical Corps. Attainment of high rank does not in and of itself denote an extraordinary contribution. An individual who has made an extraordinary contribution will have made a difference in the legacy and capabilities of the Chemical Corps.

d. Significant Contribution to the Chemical Corps: A significant contribution is characterized by devoting a significant portion of their career contributing to the Chemical Corps' mission or enhancing the CBRN profession.

e. The Chemical Community: The Chemical Community represents all ranks of the Chemical Corps military (both active duty, National Guard, Reserves and retired) that serve or have served in the U.S. Army Chemical Corps, as well as Department of Defense civilian personnel, academic faculties, and civilian persons within corporations which directly support the Chemical Corps mission.

f. The Chemical Corps Regiment: Those Soldiers who have affiliated with the regiment under the U.S. Army's Regimental system.

5. (U) Responsibilities.

a. Chief of Chemical: The Chief of Chemical announces the HOF / DMC program and posts the current regulations in the Army Chemical Review, CCRA (Chemical Corps Regimental Association) website and social media. Chief of Chemical may send notes / e-mails / other electronic means to past inductees still living asking for nominations. The Chief of Chemical will forward to the Board the recommendation list to the Honorary Colonel and the Honorary Sergeant Major of the Chemical Corps Regiment for their review and concurrence.

b. The HOF and DMC Selection Board: The board nominates and forward the Order of Merit List (OML) to the Chief of Chemical for the approval of selected inductees. The Chief of Chemical will confirm selection by signing the appropriate certificates.

c. USACBRNS: The Chief of Staff/Operations Division, Historian, and Chief of Chemical's Executive Assistant of USACBRNS will coordinate as appropriate and will provide all the necessary support for the ceremony to recognize the honorees.

d. Historian: The CBRN School Historian will have archival responsibility to maintain records/documents pertaining to the HOF program. In mid-March they will review all nominations per the regulation. The CBRN School Staff will provide assistance with letters, certificates, medallions, and the planning of the induction ceremony.

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(1) The Historian will prepare the Certificate of Induction into the HOF, the HOF Medallions, and the DMC certificates. The Branch Historian will also be responsible for reviewing nominee packets before they are forwarded to the nomination board. Nomination packages will always be controlled by the Branch Historian for personal security reasons. No nominee packages will be left unattended or out of sight of the board President. Packages must be secured in a double locked facility when not being viewed by the board.

(2) The Historian will coordinate with the Installation Public Affairs Office and Army Chemical Review to provide assistance in promoting the Chemical Corps Honors Program and publicizing inductees through all appropriate media.

e. **CCRA:** CCRA support is vital to the award program. The CCRA website can also announce the program and post the current regulation.

6. (U) Eligibility.

a. **Hall of Fame:** Open to all individuals who have made an extraordinary contribution over their professional career, and/or marked by performance leaving a conspicuously positive impact on the Chemical Corps, or who have performed a significant act (heroism) while assigned to a duty position in the Chemical Corps, the Chemical Branch, the Chemical Regiment, or service to the Chemical Warfare Service. This includes active federal service as well as continuing service following retirement. To be eligible, Military and Department of Defense Civilians must have been retired from active federal service (military and / or civilian) for at least two years. It is open to all categories of chemical personnel (officer, warrant officer, noncommissioned officer, Regular Army and Reserve Component, and civilian personnel) who have reached the culmination of a distinguished career, and have made a significant contribution to the Chemical Corps' mission accomplishment.

(1) Extraordinary contributions include, but are not limited to the following:

(a) Advancements that transformed Army doctrine, policy, procedures, or force structure.

(b) Initiatives that improved Army training, enhanced sustainment, and/or advancements in research/development.

(c) A significant act of heroism, resulting in individual or unit commendation.

b. **Distinguished Member of the Corps:** Open to all living individuals who have served the nation in their careers and continue service to the Regiment by acting in an unpaid capacity in conducting the business of the Regiment, service to the Corps, or community service following retirement. This service could take the form of anything from volunteerism to perennially holding a position and actively participating within the governing body of the CCRA. It also could be representing the Chief of Chemical at

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ceremonies, speaking engagements and other non-compensated duties that appropriately support Chemical Soldiers. Active Army military and current (nonretired) federal civilian personnel are not eligible for the program. To be eligible, Military and Department of Defense Civilians must have been retired from active federal service (military and / or civilian) for at least two years. They must have devoted a significant portion of their career to the Chemical Corps' mission. The expectation is that the nominee will have served as a uniformed member of the Chemical Corps or as a Department of Defense Civilian directly engaged in support to Chemical Corps' missions. The individual must have made a significant contribution to the Chemical Corps and continue to support the Corps after retirement.

(1) Note: The Board will carefully evaluate "continue service to the Corps". Candidates on their "second careers" can be noted by the board, but will not be used as the primary determinant until at least 2 years after retirement from that occupation. See Figure B-2. Evaluation/Scoring Sheet DMC.

7. (U) Nomination Procedures.

a. **Submission:** Nominations can be submitted by anyone at any time, but packets must be submitted no later than 28 February annually, to be reviewed by that year's board. The Chief of Chemical and staff will solicit nominations through placement on the USACBRNS Web site, Social Media, Army Chemical Review, MSCoE, CCRA, and electronic means to the following:

- (1) All Regular Army and Reserve Component Chemical General Officers.
- (2) Retired Chemical General Officers.
- (3) All living members of the HOF and DMC.
- (4) All Active and Reserve Component Chemical Colonels.
- (5) All Active and Reserve Component Chemical Battalion Commanders, and MACOM, ASCC, Corps, and Division Chemical Officers.
- (6) All Active and Reserve Component Chemical Command Sergeants Major and Sergeants Major.
- (7) Retired Chemical Colonels, Command Sergeants Major and Sergeants Major.
- (8) Members of the Senior Executive Service holding Chemical community positions (e.g., the Deputy Assistant to the Secretary of Defense for Chemical and Biological Defense).
- (9) Local and National CCRA Chapters.

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b. **Packet:** Nominations should contain as much of the biographical data as shown in enclosure 1 as possible, including a narrative description of the nominee's significant contributions to the Chemical Corps and a photograph of the individual. Nominees' packets for either HOF/DMC must include a copy of the individual's DD 214 and/or supporting documentation, but will still require a detailed narrative description upon submission to be considered. Nominees who have significant act of heroism should provide accounts and narratives of the event.

(1) Packages will not be forwarded to the board unless they include the following information: cover/nomination letter, biographical information/narrative, DD214 and/or supporting documentation and 8x10 photograph (exceptions will be made for historical nominations). Retired military can provide their DD 214 (or equivalent) and the forms in enclosure 1, while Civilians can submit a historical resume or any additional background information to the board. Nominees who claim an extraordinary act (heroism) should provide accounts and narratives of the event. All SSNs and private information should be redacted. Packages will all be stored in the USACBRNS classified vault facility until the day of the board.

c. **Nominations:** Any person can nominate an individual for each award (HOF / DMC).

d. **Historian:**

(1) The Historian will acknowledge each nomination or letter or support package to the originator.

(2) The Historian will review nomination packets and ensure packets are complete. Nominations which appear to be complete or have the minimum requirements will be forwarded to the board. Incomplete nominations may be returned for further research or stored in the archives until all the information is available. If required information does not make the deadline requirements, it will be retained for the following year's board.

8. (U) **Board Selection.** Each year the Chief of Chemical will nominate a single selection board to review and recommend nominees for both the HOF and DMC. The selection board will be composed of Senior Leaders who have served in positions of major responsibility involving Chemical functions. The board will usually consist of three to five members. The senior active duty officer of the board will be the President of the Board. No more than one third of the board can be individuals who served on the previous year's board. A concerted effort will be made to ensure that board membership represents a cross section of the Chemical Corps.

a. **Historian:**

(1) The Historian will send letters and special instructions to each board member requesting their service on the board. Nominees will accept or decline by notifying the Historian.

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(2) The Historian will provide each board member with administrative instructions approximately two weeks prior to the meeting. Board members will not be given copies of the nomination packets before the board date to prevent outside discussion.

(3) The Historian will serve as designated recorder for the board. The Historian will present the Board President with the nominee's packages. He/she will coordinate the date and time of the board and inform the board nominees of their selection as a board member. The recorder supports the Board President by recording the minutes and compiling the Order of Merit List (OML). The OML is then signed by the President of the Board before it's presented to the Chief of Chemical for approval. As a courtesy, the Chief of Chemical will forward the results to the Honorary Colonel and Honorary Sergeant Major of the Regiment for their concurrence.

b. Selection Board: The Selection Board will convene in mid-March of each year at a location designated by the Chief of Chemical to review nominees and recommend the current year's inductees into the HOF and the DMC. The selection board will be provided a package of nominees for the HOF and DMC.

(1) Nominations initially considered by the selection board, but not selected, will be considered for retainment and recommended on a case by case basis for consideration for the following two years. Final determination to be made by the Chief of Chemical.

(2) If, after the third consideration, the nominated individual is not selected, the nomination will be permanently retired. If renominated during retirement, and additional documentation is provided, the board may decide to bring the nomination for a vote.

(3) The selection board's final recommendations will be submitted to the Chief of Chemical, and he/she may submit the list to the RCSM and the Honorary Colonel and Honorary Sergeant Major of the Chemical Corps Regiment for their review. They may make their suggestions to the Chief of Chemical for use as he/she sees fit. The Chief of Chemical retains final approval authority and is under no obligation to accept. Nominees will be informed NLT 30 April annually. Selections will be announced to the public NLT 15 May annually.

9. (U) Induction.

a. Selectee: Each person selected for induction, or the next of kin if the selectee is deceased, will be notified of the selection in writing and formally invited to attend the induction ceremony by a Chief of Chemical's letter or Star Note. The Historian will coordinate with the Protocol Office for assistance in coordinating communication with each selectee or the immediate family member if the selectee is deceased.

(1) Persons are inducted into the HOF and DMC for life. Upon selection, the HOF picture (if available) and short biography will be placed in the Commandant's hallway. Each DMC recipient will have a photograph and date placed on the wall in the Sibert

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Wing of Thurman Hall for a period of time determined by space availability and usage requirements. If there is no additional wall space, the DMC recipient's picture will be retired and the name and date of induction will be placed on a DMC plaque in the Sibert Wing, USACBRNS.

(a) An individual need not have been a DMC to be considered for the HOF. Selection as a DMC does not automatically qualify an individual for the HOF. A DMC recipient can be nominated for the HOF after at least two years in the DMC; however, their actions/contributions have to be in addition to the qualifications of their DMC selection (two honors will not be given for the same action).

(2) Each individual selected for the DMC will be honored by a display in Thurman Hall containing the name and photograph. If there is no additional wall space, the awardees picture will be retired and the name and date of induction will be placed on a DMC plaque in the USACBRNS.

b. **Announcement:** Official announcement of the selectees will be made at the induction ceremony. A Certificate of Induction for the HOF and Designation Certificate for the DMC will be presented to the inductee, next of kin, or a designated representative at the ceremony. Each inductee to the HOF will be presented a HOF medallion and a certificate. Each designee to the DMC will receive a certificate.

10. (U) **Submission.** Forward a packet of the nominee containing the information listed in Annex A to Commandant, U.S. Army CBRN School, ATSN-CM, Historian, 401 MSCoE Loop, Suite 1041, Fort Leonard Wood, MO 65473-8926. Packet must arrive no later than 28 February 2020.

11. (U) **Point of Contact.** MAJ(P) Chrissy Kay, USACBRNS Chief of Staff, (573) 563-8052.

Encl

- 1) Packet Information (Public Distribution)
- 2) HOF/DMC Selection Board Instructions


SEAN G. KIRSCHNER
COL, CM
Assistant Commandant

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Enclosure 1: Packet Information
For Public Release

1) BIOGRAPHICAL DATA

COMPLETE ADDRESS and PHONE NUMBER: (Spouse/next of kin address, if deceased / POC)

NAME: First, Middle, Last

RANK/GRADE: (If applicable)

DATE AND PLACE OF BIRTH

DATE DECEASED: (If applicable)

PRESENT DUTY POSITION/OCCUPATION: (If applicable)

PUBLICATIONS/CONTRIBUTIONS TO PERIODICALS: (If applicable and relevant; include dates)

SIGNIFICANT CITATIONS AND AWARDS: (Military and civilian)

SIGNIFICANT ASSIGNMENTS/DUTY POSITIONS: (Include dates)

EDUCATION: (Military and civilian; include periods of attendance and degrees earned)

LIST OF POSSIBLE SOURCES OF INFORMATION ABOUT THE NOMINEE:
MAJOR CONTRIBUTIONS TO THE U.S. ARMY CHEMICAL CORPS (Encl 1)

2) Nomination Letter should list extraordinary or significant contributions with detailed explanations.

3) 8 X 10 Black & White Portrait Photograph

4) Retirement records, DD 214 and/or supporting documentation the forms Annex A must be included (with the possible exception of historical nominees). All SSN and PII should be redacted.

NOTE: When submitting a nomination package ensure it looks professional and it meets all the nomination criteria. All nomination packages will be secure in the USACBRNS vault for security reasons until they are seen by the board. Once the board is done, the packages will be returned to the secure vault.